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**GLASTONBURY INSURANCE ADVISORY COMMITTEE  
MINUTES - REGULAR MEETING OF WEDNESDAY, JUNE 18, 2014**

The Glastonbury Insurance Advisory Committee held a special meeting on Wednesday, June 18, 2014 in Meeting Room A at Town Hall, 2155 Main Street, Glastonbury, CT

Committee members present: Robert Hager, Chairman; Stephen Ludwig, Vice Chairman, Jaye Winkler, Benjamin Kehl and David Hoopes. Richard Kragle was absent. There is one vacancy.

Others present for the meeting were: Diane Waldron, Director of Finance, Scott Sundberg, H. D Segur; Karen Bonfiglio, Finance Manager/Board of Education and Karen Bachand, Recording Secretary.

The meeting was called to order at 5:35 p.m. by Chairman Robert Hager.

**1. Public Comment Session**

No one from the public was present to speak.

**2. Communication: Minutes of April 16, 2014**

The minutes were accepted as presented with the following change: item 6, first line, change the word "committee" to "commitment".

**3. Communication: Review of Loss Experience**

**a) Workers Compensation**

Scott Sundberg of Segur reviewed the loss report for Workers' Compensation and noted claims are up from the previous year but will not affect the Town's premium rate this year as the Town has a locked in rate for three years. Committee members asked if the Town thought this increase was related to health issues and the economy and Mr. Sundberg said it was hard to tell. Mr. Sundberg did say that since the employee count is down, the increases were most likely related to payroll costs. Mr. Sundberg reiterated that the Town is very focused on employee training, more than in other communities he serves, and claims are watched very closely. Committee members asked if the Town should consider self-insuring the workers' compensation program and Mr. Sundberg said that would not be feasible and self-insuring worker's compensation is different than health insurance. Mr. Sundberg concluded by indicating his firm will be focusing on reviewing the workers' compensation process in the coming year.

**b) Liability-Automobile-Property**

Scott Sundberg reported that claims for the Liability, Automobile, Property, public officials, law enforcement and school leaders policies are relatively low and did not see any major concerns in this year.

**4. Communication: Review of 2014/2015 Renewal & Schedule of Insurance**

Mr. Sundberg explained to the committee, that the increases for the policies are in line with the three year contract the Town has with CIRMA. When asked if the Town could self insure in this area, Mr. Sundberg said it would not be recommended. When asked about the increase in bond costs, Mr. Sundberg said that additional employee bonds were required due to Town Charter requirements.

**5. Action: Recommend to Town Manager 2014/2015 Insurance Renewal**

David Hoopes MOVED that the Insurance Advisory Committee recommend to the Town Manager the 2014/2015 renewal of insurance with CIRMA and other companies as presented in the summary attached to these minutes. Stephen Ludwig SECONDED and the motion was UNANIMOUSLY APPROVED.

**6. Communication: Self Insurance Update for Town/Board of Education Health Insurance  
- As of April 30, 2014**

Diane Waldron, Director of Finance reviewed the Self-insurance Reserve Fund for the health insurance plan and noted that the fund is doing very well. She reported that the Loss Ratio with Ct Care is at 62.6% and 74% with Anthem for Town and Education combined. Ms. Waldron indicated the reserve's goal has been \$7.1 to

\$7.5 million and is currently at \$7.9. A review of the reserve policy will be done in the fall by the Board of Finance to see if any changes should be made. A question was asked about the investment return on the funds and Ms. Waldron said returns were in the range of .5% to 1.5% as the Town is limited as to where investments can be made per State Statute 7-400.

**7. Action: Approval of 2015 Meeting Calendar**

Mr. Hager presented the meeting calendar and noted that if a special meeting was needed before March 2015, the committee would be contacted. David Hoopes MOVED that the 2015 meeting calendar be approved and Stephen Ludwig SECONDED. The motion was UNANIMOUSLY APPROVED.

**8. Adjournment**

There being no further business the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

*Karen T. Bachand, CPS*

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Recording Secretary